

Student – Education Outreach Coordinator

This position reports to the Senior Communications Manager and is located at the ED Fischer Operations Center, 8600 NE 117th Avenue, Vancouver, WA 98662. The scheduled hours of work are Tuesday through Friday, 8:30am to 12:30pm however, work schedules will be determined with consideration around student class schedule commitments. Occasional evening and weekend event support needed.

WHAT YOU WOULD DO:

Supports and participates in the execution of the utility education engagement programs and career outreach efforts; and assists with general community outreach efforts as needed. Assists with PowerZone website content review, editing and content creation.

QUALIFICATIONS:

Experience with teaching/presenting complex material in simple terms. Experience and/or current college-level classes in K-12 education.

- Experience coordinating and working with groups of students in classroom or other education engagement setting.
- Communicate and interact in a positive, professional manner with a variety of individuals including K-12 students with a variety of learning styles, educators and industry experts, parent chaperones, fellow teammates, staff, customers and community members.
- Previous experience in STEM education a plus
- Valid driver's license required.
- Ability to lift and carry up to 20 pounds.
- Experience with a variety of computer application technology including Outlook, MSOffice, and website content management.
- Must be enrolled in college with a minimum of 10 credit hours.
- Must be flexible, dependable and teamwork oriented.

BENEFITS:

As a public utility district in Washington State, Clark Public Utilities student employees are enrolled in the Public Employee Retirement System. Student employees will also receive one hour of sick leave for every forty hours worked.

SALARY:

Salary ranges are market based and established annually. Student employees are eligible for pay increases based on the number of hours worked.

2024 salary range:

Minimum: \$17.00/hour

Maximum: \$19.00/hour

HOW TO APPLY:

Please send your resume with a cover letter via email to jobs@clarkpud.com. Resumes may also be sent to Clark Public Utilities, Human Resources Department, P.O. BOX 8900, Vancouver, WA 98668.

Equal Opportunity Employer

At Clark Public Utilities, we are committed to being a place where a diverse mix of talented people want to come, to stay and do their best work.